

**UNITED STATES BANKRUPTCY COURT
FOR THE NORTHERN DISTRICT OF OHIO**

In re

PROVISIONS FOR ELECTRONIC
CASE FILING

)
)
)
)

GENERAL ORDER NO. 02-2

ORDER

THE COURT FINDS that:

Federal Rules of Civil Procedure 5(e) and 83, Federal Rules of Bankruptcy Procedure 5005(a)(2), 9011, 9029 and 9036, and Local Bankruptcy Rules 5005-2(b) and 9037-1 authorize this Court to establish practices and procedures for filing, signing, maintaining and verifying pleadings and papers by electronic means; and

A proposal for *Administrative Procedures for Filing, Signing, Maintaining, Verifying, and Serving Pleadings and Papers in the ECF System* (hereafter, Administrative Procedures Manual) has been reviewed by the Court.

NOW, THEREFORE, IT IS ORDERED that:

1. The Administrative Procedures Manual, establishing administrative procedures for filing, signing, verifying, and serving documents by electronic means in this Court, is hereby approved by the Court, and the provisions of the Administrative Procedures Manual are hereby incorporated by reference into this Order.
2. The provisions of this Order shall apply to all electronically filed cases and proceedings initiated in the United States Bankruptcy Court for the Northern District of Ohio on and after October 1, 2002.
3. Amendments to the Administrative Procedures Manual may be made from time to time in keeping with the needs of the Court, and any such modifications, after approval by the Court, shall be incorporated by reference herein.
4. For purposes of Rule 5003 of the Federal Rules of Bankruptcy Procedure, the electronic case file shall constitute the record of the bankruptcy docket of this Court.
5. The Clerk of this Court shall prepare a notice of the entry of this Order to be published in the various legal news publications functioning in the counties served by this Court. The Clerk shall further cause the notice and the Administrative Procedures Manual to be distributed at the Clerk's divisional offices in Akron,

Canton, Cleveland, Toledo and Youngstown, and shall post this General Order and the Administrative Procedures Manual on the Court's Internet site.

Dated: September 6, 2002

/s/ William T. Bodoh
William T. Bodoh
Chief United States Bankruptcy Judge

/s/ Pat E. Morgenstern-Clarren
Pat E. Morgenstern-Clarren
United States Bankruptcy Judge

/s/ Richard L. Speer
Richard L. Speer
United States Bankruptcy Judge

/s/ Russ Kendig
Russ Kendig
United States Bankruptcy Judge

/s/ Randolph Baxter
Randolph Baxter
United States Bankruptcy Judge

/s/ Mary Ann Whipple
Mary Ann Whipple
United States Bankruptcy Judge

/s/ Marilyn Shea-Stonum
Marilyn Shea-Stonum
United States Bankruptcy Judge